**Summit for Healthy Children day of Summit notes; 9.26.13**

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| --- | --- | --- | --- | --- |
| **Mary/Lisa** | **Steve** | **Heather** | **U of M** | **Jason** |
| **Double name tags, Scissors and blue tape** | **U of M Students** | **Markers, Dots, Construction paper (6 sets)** | **Microphone (walking and podium)** | **Notepads?** |
| **Pens** | **Signs in the UC** | **225 color copies of IL study** | **Room set up** | **Runner’s Edge donation** |
| **Registration signs and registration sheets** | **Signs for parking** | **Alex to 10 minutes** | **Drop down mikes** |  |
| **Prizes** | **Notepads?** |  | **6 Easels** |  |
| **2 Bowls** |  |  |  |  |
| **Speakers name tags** |  |  |  |  |
| **Speaker seating** |  |  |  |  |
| **Bottled water for speakers** |  |  |  |  |
| **225 Bags with USBs, agenda, IL study, healthy snack, pens, paper** |  |  |  |  |

**Schedule for day of Summit:**

**6:00 – 7:15 am**

1. Set up break out rooms
   1. Easels, markers, dots, construction paper, blue tape
2. IT: Power point presentations from Dr. Darla Castelli and Dr. Steve Gaskill downloaded
3. Set up registration tables
   1. Pens, name tags, bowls, registration check in sheets
4. Check in with MCAT for videotaping of the Summit.

**7:15 - 7:30 am**

1. Registration table to check in attendees.

a. Karen Allen e. 7 U of M students

b. Linda Simon

c. Deanna Tessier

d. Becca (from MCPS)

**7:30 - 7:45 am**

1. Register attendees and send them to the UC theatre where they will be greeted by U of M students and handed a Summit bag.

**7:45 – 8:00 am**

1. Lisa Tims do Zero Hour Activity in the UC Theatre

**8:00 – 8:05 am**

1. Susan to welcome audience with housekeeping notes, phones, bathrooms, thank sponsors. Introduce Dr. Alex Apostle.

**8:05 – 8:15 am**

1. Welcome from Dr. Alex Apostle
   1. Microphone

**8:15 – 8:35 am**

1. Susan introduces Dr. Steve Gaskill’s “the perfect day for a student’s physical activity”
   1. Microphone and power point

**8:35 – 9:40 am**

1. Dr. Darla Castelli “why schools need to provide more physical activity…it’s all about the brain”
   1. Microphone
   2. Power point

**9:40 am**

1. Susan will send the audience to CATCH Recess activity and Breakout Sessions. This is the chance to send a message about the goal of the Summit…how attendees will return to their districts armed with the knowledge and strategies they need to implement and champion district policies that will improve kids’s health and academic performance.

**9:45 – 9:55 am**

1. CATCH Recess activity with Lisa Tims + 3 U of M students

**10:00 - 11:15 am**

1. Breakout Sessions commence.
2. Champions take notes.
3. U of M students to deliver the top 2 -3 action items to the UC theatre to give to Lisa B. who will hang them up.

**11:30 am**

1. Susan will have received the breakout session top 2 -3 action items.
2. Susan will share them with the audience.

**12:00 pm (Noon)**

1. Promise to send attendees all of the ideas from the Break out Session by the end of October including best practices.
2. Promise to send attendees the Graduation Matters Missoula work plan for physical activity by December 15, 2013.
3. Draw for prizes from a bowl with name tags.